



Indiana Association for Floodplain and Stormwater Management

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INAFSM Board Retreat Minutes

Friday, March 8, 2019

Plainfield, Indiana

OFFICERS:

Lori Gates, Chair, President*	April Ramoni, Vice Chair*	Sarah Brichford, Stormwater Chair*
Denise Aschleman, Floodplain Chair*	Jim Blazek, Central R.D.*	Dave Ballew, South R.D., Outreach*

ATTENDEES:

Karen Avery, Administrative, Matt Rummel, Brian Stephens-Hotopp, Membership, Darren Pearson, IDNR, Jason Miller, Awards, Tonya Cottrell, Kerry Daily, Legislative, David Knipe, IDNR, Randy Braun, IDEM, Amy Harvell, new Stormwater Chair

Call-in Attendees: Toni Cecil, Secretary*, Manuela Johnson, IDHS,

Call to order at: 1:04 p.m. **By:** Lori Gates, Chair

Agenda Review: Two new items were added to the agenda at the request of Lori Gates.

New Business

d. i. 2020 Conference location

d. ii MS4 Annual Meeting Sponsorship

Approval of Minutes:

- January 11, 2019 INAFSM Board Minutes: **A motion was made by April R. to approve the Minutes. A second was made by Denise A. All ayes were recorded, Minutes were approved.**
- January 18, 2019 INAFSM Executive Board Minutes: These have been sent to the Executive Board and will be approved later by that Board.
- December 7, 2018 INAFSM Board Retreat Minutes (Revised); revisions to the December Minutes were tabled until the Board has sufficient time to review.

Treasurer's Report:

- Walter Evans has resigned as Treasurer. He has returned the Treasurer's items. Lori G. presented Carol Cunningham for consideration as the new Treasurer. **A motion was made by Denise A., and seconded by Jim B. All ayes were recorded and Carol Cunningham was approved as the Treasurer, Assistant Secretary, effective immediately.** Toni C. will prepare the Minutes for this meeting so Lori and Carol and take them to bank early next week and get the documents changed.
- Karen presented an invoice for Matt R.'s time for CBBEL in the amount of \$487.50 for 4.5 hours. She will get the invoice to Carol next week. **A motion was made by Toni C. to approve payment of this invoice, seconded by Denise A. all ayes were recorded, with one abstention from Lori G. The invoice was approved for payment.**
- Lori G. presented an invoice for AIC for Karen's time for January and February in the amount of \$1507.10. **A motion was made by Denise A., seconded by April R. all ayes were recorded, invoice was approved for payment.**

Chair's Report:

- Lori informed the board that Karen Avery is leaving both AIC and INAFSM. The INAFSM Executive Board has been working with IGIC (Indiana Geographic Information Council) to create a joint RFP for AIC and other interested parties. AIC is considering a new staff person who could do the work for both organizations, in addition to someone replacing Karen in their organization. IGIC is aiming for a release date for the new RFP as soon as possible and the Executive Boards of both organizations will continue to work on this.
- Lori stated that CBBEL has temporarily approved storage of INAFSM's hard files in their office.
- Lori G. suggested we need a stop gap solution for the time between Karen's last day, March 22, and the hire of our new Administrator. April R. stated her concern for our budget availability, with the recent turn over in Treasurers. This was discussed and it was determined that a set amount could be budgeted based on the fact that we would not be paying our usual expense between Administrators. This amount would cover the remainder of March, April, May, and possibly a short time into June. **April R. made a motion to budget an amount not to exceed \$5000 to pay Karen as a private contractor during this time, with details to be worked out by the Executive Board. It was seconded by Toni C. All ayes were recorded, and the amount was approved.** Karen will later receive a 1099 for this time.
- Karen asked about what to do with INAFSM mail during the transition period. Lori asked if AIC could hold it there, and she can pick it up from them. Checks will not be to be processed until addresses and Treasurer can be changed.
- Karen's email is on the new outreach material. This will not be a problem. She can have it forwarded to her other email for now. After a new Administrator is chosen, it can be forwarded to them.
- Karen also noted that, if at all possible, we should try to stay with Member Clicks for the website. She found it to be easier to work with and support was always available if needed.

Administrative Report:

- Karen attended the LTAP Conference. She noted it was the biggest attendance ever. She has not yet received the Excel sheet for attendees. She noted that she keeps a mailing list for prospects and mails info on the conference to them a couple of times in the summer. Last year, we had new members join from this prospect list.

- Registration will be open on Monday. This year, there are three different hotels available. They are all located at the Grand Wayne Convention Center. (Marriott, Hilton, Hampton)
- The rate is slightly higher, so state employees will need to work with her. After she leaves, Anita Nance is aware of the process for reimbursement. Karen has worked with IDNR on this, but not with the other agencies yet.

Central Regional Director's Report:

- Jim B. reported that he felt a conference call with other helpful.
- April R. asked if we ever approved the job descriptions for the Regional Directors. We have not.
- April will coordinate a phone conference with the Directors to help get everyone on the same course and goals. Lori asked Randy B. if IDEM could share their MS4 contacts to give the Regional Directors of who to reach out to in their areas to share training opportunities. Randy agreed.

Floodplain Chair's Report:

- Denise noted that they had planned on having another High Water Mark Training, but since they have no current contact at USGS, this has been postponed. Manual noted that the Silver Jackets could help provide the best contacts for USGS and USACE
- David K. noted that the portal is still in development. It has been temporarily delayed until developers can be hired to help get that accomplished.
- Denise stated that her and Sheila will be working together on the APA-IN Spring Conference.

Stormwater Chair's Report:

- Sarah reported that the Inspector's Group had a successful presentation/group at the LTAP Conference.
- Sarah also reported that the Stormwater pages on the website have all been updated and reformatted to look similar.
- The MCM 6 Group has completed the shop posters, but they are still not on the website. Karen said she would get that done this next week.
- Sarah informed the Board that she is resigning as Stormwater Chair. Amy Harvell has agreed to take that position. (Thank you, Sarah, for your good work.)
- Karen noted that many of the calls scheduled with the 800 number are for Stormwater. She will get that information to Lori to take care of during transition.
- Lori appointed Amy Harvell as the new Stormwater Chair. **A motion was made by Denise A., seconded by April R. All ayes were recorded. Amy Harvell was approved.**

Outreach Chair Report:

- April will be at the Rural Water Conference in April and would like to have the table cover and skirt in time for that. It was discussed that the table cover should match the outreach material. Karen will reach out to get a price for that from the graphic designer. It was noted that we have not yet received our final PDFs for the outreach materials.

Membership Committee:

- Brian H. could use some additional help on the Membership Committee.
- April stated that Membership and Outreach should be working more closely together.

Awards Committee:

- Jason M. reported that he has only received 4 nominations to date.
- His goal is to receive at least 2 nominations for each category.
- Several options were discussed about how to get the word out to more people, and to make sure everyone realizes you do not have to be a member to be nominated.
- Jason talked to several people at Road School about their projects being eligible.
- Denise said she could share it on List Serve.
- Lori suggested sending out to the Vendor list, as well.

Education Chair: (This position still needs to be filled)

Strategic Floodplain Initiative:

- Rodney R. is still working on this project

ASFPM Conference:

- Tonya C. is currently working on the Ohio Conference. She noted we have several people who are willing to be volunteers, but could always use more.
- Lori and Tonya are working on what scholarships should be offered for attendance. Lori asked that Toni send her a copy of the INAFSM/StormCon scholarship application from a few years ago to use as a template.

Membership /Data Committee:

- This project is still developing.

IDNR/NFIP Report:

- FEMA just began sending out “Letters of Awareness” about Endangered Species Act compliance. Every community will be required to enforce this Act. At this point, the process has not been determined.
- FEMA’s new initiative for state approval of LOMAR will require letters of support. INAFSM will be asked at a later date to provide a letter for our state people.

IDEM Report:

- Randy stated their main focus recently has been audits and the updated rules. The General Permit is mostly ready. They are making modifications to the MS4 Permit now. Lori asked how public comment will work. Randy stated it will not be at the meeting, and the details have not yet been determined.
- Randy stated the new database will soon be available online for submitting both NOI and NOTs.

IDHS Report:

- Manuela reported they are finishing work on a final draft of the State Hazard Mitigation Plan. It is due to FEMA by mid April.
- They have been working closely with IDNR on both regulated and unregulated dams. Recent heavy rainfall has caused issues with some of the older dams to come to light.

- They have been changing the training process at the agency.
- Invitations will soon go out for the Ohio River Basin event in Kentucky April 10 and 11.

Legislative Report:

- Kerry reported that he and Lori met with Representative Miller about HB 1266. This will set for hearing on Monday, March 11, with amendments. It is not as far reaching as the original. Indiana builders are concerned with inconsistencies in enforcement and inspection. It is not likely this legislation will change that at all.
- HB 1531 is dead, but may appear added into another bill. This Bill stated that counties could not regulate floodplain areas and gravel pits. The author did not understanding the actual impact of this legislation.
- SB 582 involves tax court and seems to moving along. This Bill could have a great impact on stormwater utility fees.
- SB4 has been amended. This Bill focuses mostly on drinking water and not on the stormwater and agricultural runoff.
- HB1406 involves funding for infrastructure. There is a 20 million fund for this, and communities would be required to have an asset management plan to apply for these loans. This is not a grant program.

External Associations Report:

- Lori reported that the annual NMSA report is available.

Old Business:

- April reported that the contracts for conference have been signed. No name for this event has been decided on. We would like to incorporate the Three Rivers promotion into our theme if possible. "Confluence between Science and Nature" and "H2O Tech" were two suggestions offered.
- April would like to focus on the budget for food before the off-site events.
- Offering a drawing for those who return their name badges was discussed, because we always seem to loose about 100 badges.
- Lori requested moving on to New Business. There were no objections.

New Business:

- Toni had inquired about where to keep electronic files. Karen noted that for now, the Box.com account is still available.
- Lori presented our annual ASFPM request for support. **Jim B. made a motion to send a check in the amount of \$500, it was seconded by Denise A. All eyes were recorded, the payment was approved.**
- Lori stated we need to determine a location area for the 2020 INAFSM Conference so that our contractor can start reaching out to communities. It was agreed, since this year we will be in Ft. Wayne, to approve them to reach out to anywhere south of I-70. Jason asked if we had ever considered French Lick. It was agreed, for this initial effort, not to count anyone out. With our new contract, we may be able to get better deals than we were previously offered. This would include areas where no significant water bodies are located nearby.
- Lori discussed the MS4 Annual meeting. They have 2 levels of sponsorship. One for \$750, the other for \$1500. They donated \$2000 for our conference last year. **A motion was made by Toni to**

approve the \$750 sponsorship, seconded by Denise. All ayes were recorded. Sponsorship was approved.

Adjourned: 3:05 p.m. **By:** Lori Gates

Next Meeting: INAFSM Board Meeting, May 10, 2019, Banning Engineering, Plainfield

Respectfully submitted,

Toni Y. Cecil, CISEC, CESSWI
INAFSM Board Secretary

APPROVED ON: _____
(electronic file name here)